

Single Business Tax Brownfield Redevelopment Credit Assignment

PART 1: ASSIGNOR IDENTIFICATION

1. Assignor/Qualified Taxpayer Name	2. Tax Year End	3. Account No. (FEIN or TR No.)
Street Address	4. Project Number	5. Date Certificate of Completion Issued
City, State, ZIP	6. Organization Type (check one) <input type="checkbox"/> Individual <input type="checkbox"/> Professional Corporation <input type="checkbox"/> Other Corporation <input type="checkbox"/> LLC-Corporation <input type="checkbox"/> Fiduciary <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership/LLC-Partnership	

PART 2: CREDIT TO BE ASSIGNED

7. Check this box if you are amending to identify a previously unknown lessee. <input type="checkbox"/>	8. Check this box if you are a Purchaser/Assignee who wishes to assign a credit to a lessee. <input type="checkbox"/>
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9. Enter the amount of approved credit for the above assignor 9. \$00

If you are assigning all or part of your credit to a lessee or purchaser, go to Part 3. If you are assigning all or part of your credit to a partner, member or shareholder, go to Part 4. All assignors must complete parts 5 and 6 on Page 2.

PART 3: ASSIGNING THE CREDIT TO LESSEE OR PURCHASER OF THE PROPERTY

10. Enter the information below for lessee or purchaser receiving an assigned credit. If a lessee is unknown at this time check the box and enter "Unknown" in Column B and complete Columns D and E. ☐

A. Assignee Account Number (FEIN or TR)	B. Assignee Name	C. Date Assignee's Tax Year Ends	D. % of Credit to be Assigned	E. Assigned Credit (multiply line 9 by Column D. Enter here and on form C-8000MC, for each assignee)
a.				
b.				
c.				
d.				
e.				
f.				
g.				
h.				
11. Total Columns D and E			%	\$

Continued on Page 2.

PART 4: PARTNERSHIPS, LIMITED LIABILITY COMPANIES, OR S CORPORATIONS ONLY, WHO ARE ASSIGNING THE CREDIT TO PARTNERS, MEMBERS OR SHAREHOLDERS

12. Indicate the method used to assign the credit.

☐ Percentage of Ownership ☐ Alternative Method (attach details)

13. Enter the information below for partners, members, or shareholders receiving an assigned credit.

A. Assignee Account Number (FEIN or TR)	B. Assignee Name	C. Date Assignee's Tax Year Ends	D. % of Credit to be Assigned	E. Assigned Credit (multiply line 9 by Column D. Enter here and on form C-8000MC, for each assignee)
a.				
b.				
c.				
d.				
e.				
f.				
g.				
h.				
14. Total Columns D and E			%	\$

PART 5: ASSIGNMENT SUMMARY

Enter the information below to summarize the assignment of the Brownfield Redevelopment Credit.

15. **Credit Assigned to Lessee or Purchaser.** Enter the total percentage and amount from Part 3, line 11, columns D and E (Include "Unknown" lessees) 15.
16. **Credit Assigned to Partners, Members, or Shareholders.** Enter the total percentage and amount from Part 4, line 14, columns D and E 16.
17. **Total Percentage and Amount of Assigned Credits.**
Add columns A and B down 17.
Note: If **ALL** credit is being assigned, 17A must be 100% and 17B must equal line 9. If the Assignor is retaining any credit, continue.
18. **Credit Retained by Assignor.** Enter the total percentage and amount of credits being retained by the assignor 18.
19. **Total of all Assigned and Retained Credits.** Add lines 17 and 18 down and enter here
Note: The total of column 19A must be 100% and the total of 19B must equal line 9. 19.

A. % of Credit to be Assigned	B. Amount of Credit to be Assigned
15. %	\$
16. %	\$
17. %	\$
18. %	\$
19. %	\$

PART 6: ASSIGNOR'S CERTIFICATION

I certify that the information provided here regarding the assignment of Brownfield redevelopment credits is accurate.

Assignor's Signature	Date
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Instructions for Form 3693

SBT Brownfield Redevelopment Credit Assignment

General Information

The purpose of this form is to allow qualified taxpayers to assign all or a portion of their Single Business Tax Brownfield Redevelopment Credit to a qualified lessee or purchaser of the property. A partnership, limited liability company, or S Corporation may also assign its credit to a partner, member, or shareholder.

The assignor/qualified taxpayer must have received a Single Business Tax Brownfield Redevelopment Credit Certificate of Completion. The assignor must then submit a completed *Single Business Tax Brownfield Redevelopment Credit Assignment*, Form 3693, in the same tax year as the year of issuance of the Certificate of Completion, indicating that all or a portion of the credit will be assigned. The assignment form will be reviewed and, if approved, the assignor will receive a Single Business Tax Brownfield Redevelopment Credit Assignment Certificate for all assignees. These certificates must be attached to the assignee's *Single Business Tax Annual Return*, Form C-8000, for the credit to be valid. If there is an unknown lessee identified on the form, the Single Business Tax Brownfield Redevelopment Credit Assignment form will be processed and returned to the assignor and must be resubmitted with the amended information when the lessee is known (see instructions for Part 2, Identifying an Unknown Lessee).

An assigned credit cannot be revoked or reassigned. A credit assigned to a purchaser may be assigned by that purchaser to a lessee of the eligible property. The credit is nonrefundable; however, if the credit exceeds the tax liability for that year, the balance of the credit may be carried forward for 10 years. The 10-year time period begins with the tax year in which the Single Business Tax Brownfield Redevelopment Credit Certificate of Completion is issued. For the assignee, the 10-year time period begins to run with the tax year in which the assignment is made.

If the credit to be assigned is greater than \$10 million, the assignment must be based on the schedule of annual credit amounts contained in the Certificate of Completion. The qualified taxpayer must assign the annual credit amount for each year separately.

If your specific assignment situation is not covered in these instructions, contact the Department of Treasury at (517) 373-3196 for more information.

Note: If the eligible investment for which a Brownfield Credit was given was for the addition of personal property, and that personal property is sold, disposed of, or transferred to another location, the qualified taxpayer that sold, disposed of, or transferred the personal property is responsible for the recapture of the credit. The recapture is not the responsibility of the assignee of the credit.

Assigning the Credit to Lessee or Purchaser of the Property.

If a qualified taxpayer pays or accrues eligible investment on or to an eligible property that is leased for a minimum of 10 years or sold to another taxpayer for use in a business activity, the credit may be assigned to that lessee or purchaser. A copy of the lease or sales agreement must be attached.

The assignment of credit must be made in the tax year in which the Certificate of Completion is issued, unless the assignee is unknown. If one of the lessees is unknown at the time the Certificate of Completion is issued, the assignment of that portion of the credit may be delayed until the lessee is known.

The credit must be claimed against the assignee's single business tax liability in the fiscal or calendar year that includes the last day of the assignor's tax year in which the Certificate of Completion was issued.

Partnerships, Limited Liability Companies, or S Corporations Who Are Assigning the Credit to Partners, Members, or Shareholders.

If the qualified taxpayer is a partnership, limited liability company, or S Corporation, the credit may be assigned to its partners, members, or shareholders based on their proportionate share of ownership of the partnership, limited liability company, or S Corporation. A copy of federal Form 1120S, Schedule K-1, or 1065, Schedule K-1, or any other document which shows proportionate percentage of ownership must be attached. The credit may also be assigned based on an alternative method approved by the Department of Treasury.

The assignment of credit must be made in the tax year in which the Certificate of Completion is issued. The credit must be claimed against the partner's, member's, or shareholder's single business tax liability in the fiscal or calendar year that includes the last day of the assignor's tax year in which the Certificate of Completion was issued.

To Claim the Assigned Credit

Each assignee, including the assignor if any credit is retained, must attach their Single Business Tax Brownfield Redevelopment Credit Assignment Certificate and a completed *SBT Miscellaneous Credits*, Form C-8000MC, to their *SBT Annual Return*, Form C-8000. The credit must be claimed against the assignee's single business tax liability in the fiscal or calendar year that includes the last day of the assignor's tax year in which the Certificate of Completion was issued.

Line-By-Line Instructions

Lines not listed are explained on the form.

PART 1: Assignor Identification

Line 1, Assignor/Qualified Taxpayer name. Enter the name and address of the qualified taxpayer that received the Single Business Tax Brownfield Redevelopment Credit Certificate of Completion and is assigning the credit.

Line 2, Tax Year End. Enter the year and month of the ending date of your accounting period. (Example: 2002/12)

Line 4, Project Number. Enter the project number from your Single Business Tax Brownfield Redevelopment Credit Certificate of Completion.

Line 5, Date Certificate of Completion Issued. Enter the date that the Single Business Tax Brownfield Redevelopment Credit Certificate of Completion was issued.

Line 6, Organization Type. Check the box that indicates the organization type of the business.

PART 2: Credit to be Assigned

Line 7. Check this box if you are amending to identify a previously unknown lessee.

Identifying an Unknown Lessee. When the lessee identified as “unknown” in column B becomes known, follow these steps:

1. Resubmit this form, and check the “AMENDED” box on line 7.
2. Fill in columns A, B, and C for the “unknown” lessee.
3. Submit the copy of the lease agreement indicating that the lease is for a minimum of 10 years.

The amended form will be reviewed and, if approved, a Single Business Tax Brownfield Redevelopment Credit Assignment Certificate will be issued. This is the only instance that the assignment form may be amended.

Line 8. Check this box if you are a Purchaser/Assignee who wishes to assign a credit to a lessee.

Line 9. Enter the assignor’s total amount of credit available as shown on the Single Business Tax Brownfield Redevelopment Credit Certificate of Completion.

Assignment of the Credit. Use Part 3 if the credit is being assigned to a lessee or purchaser of the property. Use Part 4 if the assignor is a partnership, limited liability company, or a S Corporation who is assigning the credit to its partners, members, or shareholders. Complete the part that applies to your assignment.

PART 3: Assigning the Credit to a Lessee or Purchaser of the Property

Line 10. Enter the requested information for the lessee or purchaser receiving an assigned credit.

If the lessee is unknown at this time, check the box, enter “unknown” in column B, and complete columns D and E. This is the only instance in which an assignment may be made after the tax year in which the Certificate of Completion is issued.

Column A, Assignee Account Number. Enter the Federal Employer Identification Number (FEIN) or Treasury number (TR) of each lessee or purchaser.

Column B, Assignee Name. Enter the name of the lessee or purchaser being assigned the credit.

Column C, Date Assignee’s Tax Year Ends. Enter the date of the assignee’s tax year end. An assigned credit must be claimed against the lessee’s single business tax liability in the fiscal or calendar year that includes the last day of the assignor’s tax year in which the Certificate of Completion was issued.

Column D, Percentage of Credit to be Assigned. Enter the percentage of credit to be assigned to each lessee.

Column E, Assigned Credit. Multiply line 9 by the percentage in column D. This is the assignee’s credit available to be applied against the single business tax liability.

PART 4: Partnerships, Limited Liability Companies, or S Corporations who are Assigning the Credit to Partners, Members, or Shareholders

Line 12, Method. Check the method being used to assign the credit. If approval to use an alternative method is being requested, attach documentation explaining this method of assignment.

Line 13. Enter the requested information for partners, members, or shareholders receiving an assigned credit.

Column A, Assignee Account Number. Enter the Federal Employer Identification Number (FEIN) or Treasury Number (TR) for each partner, member, or shareholder.

Column B, Assignee Name. Enter the name of the partner, member, or shareholder being assigned the credit.

Column C, Date Assignee’s Tax Year Ends. Enter the date of the assignee’s tax year end. An assigned credit must be claimed against the partner’s, member’s, or shareholder’s single business tax liability in the fiscal or calendar year that includes the last day of the assignor’s tax year in which the Certificate of Completion was issued.

Column D, Percentage of Credit to be Assigned. Enter the percentage of credit to be assigned to each partner, member, or shareholder. This percentage must be based on the proportionate share of ownership of the partnership, limited liability company, or S Corporation or an alternative method approved by the Department. If approval to use an alternative method is being requested, attach documentation explaining this method of assignment.

Column E, Assigned Credit. Multiply line 9 by the percentage in column D. This is the assignee's credit available to be applied against the single business tax liability.

PART 5: Assignment Summary

Enter the appropriate information from Parts 3 and 4 on lines 15 and 16.

Line 17, Total Percentage and Amount of Assigned Credits. Add columns A and B down.

If the assignor is **assigning ALL** the credit, 17A must equal 100% and 17B must equal the amount on line 9. If the assignor is **retaining a portion** of the credit, complete lines 18 and 19.

Line 18, Credit Retained by Assignor. The assignor must enter the percentage of credit they are retaining in column 18A and the amount of credit to be retained in column 18B.

Line 19, Total of all Assigned and Retained Credits. Add lines 17 and 18 down. Column 19A must equal 100% and column 19B must equal the amount on line 9.

PART 6: Assignor's Certification

This request must be signed by the assignor to certify that the information is accurate. Unsigned forms will not be considered administratively complete and will be returned unprocessed.

Attachments

For the assignment form to be valid, the assignor must attach the following items:

- Copy of the Single Business Tax Brownfield Redevelopment Credit Certificate of Completion;
- If credit is being assigned to a lessee, a copy of the lease agreement indicating that the lease is for a minimum of 10 years (this will also need to be furnished in the future for unknown lessees);
- If a credit is being assigned to a purchaser of the property, documentation verifying status as a purchaser;
- If the credit is being assigned to a partner, member, or shareholder, a copy of federal Form 1120S, Schedule K-1, or 1065, Schedule K-1, or any other document which shows proportionate percentage of ownership;
- If an alternative method of assignment is being requested, documentation explaining the method of assignment.

Mailing This Form

Mail this completed form and attachments to:

Michigan Department of Treasury
Brownfield Redevelopment Credit/SBT
P.O. Box 30482
Lansing, MI 48909-7982

Questions

For questions concerning the assignment of the Brownfield Redevelopment Credit, please contact the Department of Treasury at (517) 373-3196. Additional information and forms are available on the Department of Treasury Web site at www.michigan.gov/treasury